



22<sup>nd</sup> May 2023

Dear Parents/Carers,

### **Consultation Regarding the Proposal to Change the Structure of the School Week at Berrybrook Primary School**

In anticipation of the Government's requirements for all schools to be open to pupils for 32.5 hours a week, I am writing to inform you of proposed changes by our Local Governing Body and School Leadership Team to the structure of the school week.

The proposed changes are as follows:

	<b>Gate Opens and Day Begins</b>	<b>Lunch</b>	<b>End of Day</b>
<b>Terrific for Twos and Nursery</b>	8:30am	-	Monday to Friday - 11:30am
<b>Reception</b>	8:30am	11:30am to 12:15pm	Monday to Thursday - 3:25pm Friday - 1:20pm
<b>Key Stage One</b>	8:30am	12:00 noon to 12:45pm	Monday to Thursday - 3:25pm Friday - 1:20pm
<b>Key Stage Two</b>	8:30am	12:15pm to 1:00pm	Monday to Thursday - 3:25pm Friday - 1:20pm

The reasons for the revised structure of the week include:

- the need to extend the school day in anticipation of the Government's requirement for all school to be open to pupils for 32.5 hours;
- by continuing to shorten the school day on a Friday, school can facilitate all teaching staffs' Planning, Preparation and Assessment (PPA) time on a Friday afternoon; therefore, significantly reducing the number of different staff or supply teachers looking after your children and ensuring that children are taught by their class teacher throughout the week;
- teaching assistants can continue to work in class alongside the class teacher to support pupils in lessons and facilitate additional intervention where required;
- staff would be able to continue to join Trust wide training with schools who follow a similar model. This continued professional development, will help enhance the quality of teaching and learning across the school.

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**Head of School**

Mr A Smith

**Executive Headteacher**

Mr D Asbury

**Chief Executive Officer**

Mrs A Cheema OBE



Part of Perry Hall Multi-Academy Trust  
Company Number - 08566185

In respecting the working routines of parents/carers, we will still provide after school care, free of charge, for any parents who work or attend an educational setting on a Friday afternoon. However, we would still need proof that you work at this time.

The recommendation from this consultation will be founded on what we as professional educational leaders believe will support us in our quest to continue raising standards in our school whilst taking into consideration the views of all stakeholders.

We will view and consider all comments, suggestions and concerns raised by parents and carers. The final recommendation document will be considered by the local governing body on 7<sup>th</sup> June 2023 be it in favour of change or otherwise. This will incorporate a summary of the collated responses. The final outcome will be shared before the end of term. If changes are agreed, they will come into effect from the first day on the 2023-24 academic year, Tuesday 5<sup>th</sup> September.

### **The Consultation Process**

You can email the Trust directly at [info@perryhallmat.co.uk](mailto:info@perryhallmat.co.uk) if you have any comments to make or questions to ask about the proposed changes towards the consultation before 5pm on 4<sup>th</sup> June 2023.

Thank you for your continued support.

Yours faithfully,

Mr A Smith  
Head of School